

EXCEL ACADEMY

Where knowledge meets excellence



Welcome to Excel Academy!

Introduction:

Welcome to Excel Academy, where we empower students from Class 1 to Class 12 to achieve their academic goals with our comprehensive courses and expert guidance.

COURSES OFFERED

Computer Skill Development Courses

Courses & Fee Structure

Course	Level	Age	Duration	Sessions	Fees (₹)	Class Time	Certificate
Basic Computer	Medium	All	3 Months	36	₹4,500	1 Hour	ISO
MS Office	Easy	All	3 Months	36	₹4,500	1 Hour	Non-ISO
Fundamentals	Easy	All	1 Month	12	₹2,000	1 Hour	Non-ISO
Advanced Computer	Hard	18+ years	6 Months	72	₹9,000	1 Hour	ISO
Typing (English)	Easy	All	1 Month	12	₹1,500	1 Hour	NA
Typing (Hindi & Eng.)	Medium	All	2 Months	24	₹2,500	1 Hour	NA
Basic Excel	Medium	15+ years	2 Months	24	₹3,000	1 Hour	ISO
Advanced Excel	Hard	18+ years	6 Months	72	₹9,000	1 Hour	ISO
Web Designing	Hard	18+ years	3 Months	36	₹5000	1 Hour	ISO
Video Editing	Hard	18+ years	2 Months	20	₹4000	1 Hour	ISO
Digital Marketing	Hard	18+ years	3 Months	36	₹6000	1 Hour	ISO

Course Descriptions

Course	Description
Basic Computer	Covers fundamental computer operations, file management, and basic internet usage. Ideal for beginners.
MS Office	Teaches Microsoft Word, Excel, and PowerPoint for document creation, data handling, and presentations.
Fundamentals	A short-term course covering basic computing, keyboard shortcuts, and essential software usage.
Advanced Computer	Designed for experienced users, covering programming basics, troubleshooting, and system management.
Typing (English)	Improves typing speed and accuracy with structured exercises and practice drills.
Typing (Hindi & Eng.)	Teaches bilingual typing techniques, essential for government exams and professional use.
Basic Excel	Covers spreadsheet basics, formulas, and data entry, ideal for students and professionals.
Advanced Excel	Focuses on advanced formulas, macros, pivot tables, and data analysis techniques for corporate jobs.
Web Designing	HTML, CSS, JavaScript, Responsive Design
Video Editing	Premiere Pro, Filmora, DaVinci Resolve
Digital Marketing	SEO, Social Media Marketing, Google Ads

Class Timing

Course	Morning Batch	Evening Batch
Basic Computer	10:00 AM – 11:00 AM (MWF)	05:00 PM – 06:00 PM (MWF)
MS Office	11:00 AM – 12:00 PM (TTS)	06:00 PM – 07:00 PM (TTS)
Fundamentals	12:00 PM – 01:00 PM (MWF)	07:00 PM – 08:00 PM (MWF)
Advanced Computer	01:00 PM – 02:00 PM (TTS)	08:00 PM – 09:00 PM (TTS)
Typing (English)	02:00 PM – 03:00 PM (MWF)	06:00 PM – 07:00 PM (MWF)
Typing (Hindi & Eng.)	03:00 PM – 04:00 PM (TTS)	07:00 PM – 08:00 PM (TTS)
Basic Excel	04:00 PM – 05:00 PM (MWF)	08:00 PM – 09:00 PM (MWF)
Advanced Excel	05:00 PM – 06:00 PM (TTS)	09:00 PM – 10:00 PM (TTS)

Class Details & Additional Information

- ✦ **Class Mode:** Group & One-on-One Available
- ✦ **Timings:** Flexible slots (Morning & Evening)
- ✦ **Duration:** Monthly enrollment with progressive learning
- ✦ **Certification:** Students will receive an **Excel Academy Certificate** upon course completion

Exclusive Admission Benefits

- ✓ **Pay 3 months in advance** – Get a **free digital study material & shortcut key chart**
- ✓ **Pay 6 months in advance** – Get a **₹200 discount on the next renewal & a free practice workbook**
- ✓ **Pay 12 months in advance** – Get a **free USB drive with course materials & an extra workshop session**
- 🔊 **Limited Offer – Enroll Now & Upgrade Your Digital Skills!** 🔊

Contact Us

For more information about our courses, fee structure, or to schedule a visit, please contact us at:

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